#### Prescribed Format for Submission of Expression of Interest (EOI)

**(In case of Joint Venture, this Form to be completed by each partner of the JV)**

|  |  |  |
| --- | --- | --- |
| **Package No.** | **:** | **SD48** |
| **Title of Service** | **:** | **Gharial Conservation Program** |
| 1. **Letter of Submission [Addressing Project Director, SUFAL Project, BFD]** | | |
| 1. **Firm’s legal title:** | | |
| 1. **Firm’s registered and Head Office address:** | | |
| 1. **Firm’s year of registration (years in business):**   (Year of Establishment/Years in business as per Trade License/Registration Certificate etc.)  **(Necessary Attachments: Copy of Company/Firm’s Trade License, Registration Certificate, VAT registration Certificate, TIN Certificate, Tax Clearance Certificate etc.)** | | |
| 1. **Firm/Company Background (General Information including Core Business)**   **(Necessary Attachments: Brochure, Annual Report etc.)** | | |
| 1. **Experience of the Firm in similar assignment successfully completed**   (List only those assignments for which the Firm was legally contracted by the Client/Procuring Entity as a firm or as one of the partners of joint venture.) | | |
| |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Name of the Assignment** | **Brief Description of the Assignment (main deliverables/**  **Outputs)** | **Role in the Assignment**  **(Single Entity/ Lead partner in a JV/JV partner)** | **Name and address of the client. Contact information for references.** | **Service Duration (Start & End Dates)** | **Value of Service** | | | **Man-Month Input** | | | **Total Value** | **No. of Partners**  **(if Any)** | **Value of Service Provided by the Firm** | **Firm’s Input** | **Partners’ Input** | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |   **(Necessary Attachments: Details Description of the assignment supported by copy of Project Data Sheet (PDS), Contract Agreement etc.)** | | |
| 1. **List of Professional/Managerial staff of the Firm: (List Full time and Part time staff separately)** | | |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **SN** | **Name of Professionals** | **Position held in the Firm** | **Educational Qualification** | **Total Years of Experience** | **No. of Years as Firm’s Employee** | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  | | | |
| **8. Organizational & Financial Capability and capacity of the Firm:** | | |
| **(i) Organizational Capacity, equipment and logistics of the Firm** | | |
| 1. **Office Space (Area, Floor No. etc.):** | | |
| 1. **No. of Support Staffs:** | | |
| 1. **Description of Important Office Equipment and other logistics:** | | |
| **(ii) Financial capability of the firm (Turnover of last 3 years)** | | |
| 1. **2022-23 (Up to present) :** | | |
| 1. **2021-22 :** | | |
| 1. **2020-21 :** | | |